



Natural Resources Conservation Service  
655 Parfet Street  
Lakewood, CO 80215

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VIA ELECTRONIC MAIL

**COLORADO BULLETIN NO.:** CO-250-07-04

October 3, 2006

**SUBJECT:** FNM – Colorado Association of Conservation District (CACD)  
62<sup>nd</sup> Annual Meeting

**TO:** All Colorado Natural Resources Conservation Service (NRCS) Employees

**PURPOSE:** To inform and solicit participation.

**EXPIRATION DATE:** September 30, 2007

**ACTION REQUIRED BY:** October 13, 2006  
October 16, 2006

The 62<sup>nd</sup> Annual Meeting of the Colorado Association of Conservation Districts (CACD) will be held at the Hotel Colorado in Glenwood Springs, Colorado from November 13 – 16, 2006. This year's theme is "*Colorado's Heartbeat – Agriculture, Water, and Energy*". The agenda and pre-registration form may be accessed at: <http://www.cacd.us/>.

District Conservationists interested in attending should have at least two District Board members attending from the Districts they serve. If you or members of your staff wish to attend this meeting, please follow these instructions:

- Please obtain **written approval** from you immediate supervisor.
- **Completely** fill out the registration form.
- Provide your **Name, Title, Duty Station, Justification for attendance, and an estimate of cost** to either your Area Administrative Coordinator (Field only) or Deborah Kanatzar (State office only) by **October 13, 2006**.
- Area Administrative Coordinators will prepare a list of attendees for their Area on the attached form and submit to Deborah Kanatzar by **October 16, 2006**, along with all the registration forms.
- Area Conservationists will need to approve the list of attendees **prior** to submission to Deborah Kanatzar by concurring in writing.



It is critical that no one makes any travel arrangements until Allen Green, State Conservationist, has approved your attendance. The approved attendees and their supervisors will be notified.

*/s/Randy Randall (Acting)*

ALLEN GREEN  
State Conservationist

Attachment

DIST: E